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13 November 1952

Copy for Col. Baird

MEMORANDUM FOR: Chief, Operations, Deputy Director (Plans)

SUBJECT : Interim Training of Provisionally Cleared Personnel

1. At the present time, all personnel, GS-5 or higher, who are employed under provisional clearances for ultimate assignment to staffs and divisions, DD/P, are provided interim training assignments by the Interim Training Branch of the Office of Training (Special) pending full security clearances by the Inspection and Security Office. Similar personnel employed under provisional clearances for ultimate assignment to the overt offices of the Agency have in the past been enrolled in the Unclassified Training Group A program of the Office of Training (General) pending full clearances.

2. As a result of CIA Notice No. [] it is not expected that the number of provisionally cleared personnel being brought on duty will be sufficient to justify the continuation of both of these programs. Therefore, it is believed that all provisionals should be handled by the Interim Training Branch, TR(S) insofar as their general administration and supervision are concerned. It is contemplated that the individual overt offices will provide specific work assignments for their individuals inasmuch as the Interim Training Branch, TR(S) does not have staff personnel available to develop assignments directly related to the work of those units of the Agency outside of the DD/P component.

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3. Under this arrangement, working space will be provided for all provisionals in that area of the R&S Building now assigned to the Interim Training Branch, TR(S). In the past, the two general categories of provisionals have not been so co-mingled. However, the space available will permit physical separation of individual groups in separate classroom areas. Every effort will be made to insure that the different types of training assignments or work projects do not become the common knowledge of both overt and covert provisionals. In the case of particularly sensitive individuals, special handling arrangements can be set up to insure proper security.

4. I would appreciate your comments on this proposal and if there are no objections from a DD/P standpoint, it will be placed into effect immediately.

SIGNED

MATTHEW BAIRD
Director of Training

OTR/WBS:ehs

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NO CHANGE in CLASS. DECLASSIFIED

S. CHANGED TO: TS S

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